

Hamilton Development Corporation
August 17, 2016

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, August 17, 2016 with Bill Gisness, Brian Stein, Rick Mitchell, Tom Goodwin present. Community Projects Coordinator Dorr Fox also present.

Call to order

Brian Stein called the HDC meeting to order at 7:30 a.m.

Warrant for bills

Tom Goodwin moved to approve HDC warrant #1704 for \$119.84 for water bill and National Grid. Bill Gisness seconded the motion. VOTE: Unanimous.

59/63 Willow Street

Conference call update

Discussion was on the recent conference call that Stein, Goodwin and Community Projects Coordinator Dorr Fox had with Attorney Jim Ward of Nutter relative to whether or not HDC can partner with a developer. Specifically free/volunteer assistance can be provided to the Corporation (i.e., financial projections). But these services are limited and the HDC cannot pay a developer more than \$10,000, there cannot be any quid pro quo, and such a developer would not have the sole right to develop the HDC's Willow Street property.

A project would have to go through the bidding process. The HDC mentioned if it is receiving free advice from Nordblom then this should be made public so other similar entities can participate. A development proposal would be selected by the HDC based on meeting criteria specified in RFP not necessarily price.

The HDC also addressed the zoning by-law change that occurred at Town Meeting to allow mixed uses already in the by-law although there is concern that language on multi-family was not included. This is a technicality that may need to be corrected at fall Town Meeting to allow multi-family in a mixed use development. Stein will talk to Town Counsel Donna Brewer on the matter. A Chapter 40B project would allow 10% to 15% of multi-family use. Fox reported that Director of Planning and Inspections Patrick Reffett had stated that the by-law was written expressly so multi-family could be

included. Discussion was on how the language of the Town Meeting warrant article motion for the zoning by-law change did not include multi-family. The HDC will research the motion language via the Town clerk.

Affordable Housing Trust update

Stein reported on Affordable Housing Trust (AHT) reviewing alternate sites for affordable housing in Hamilton (besides the Longmeadow Way site that Harborlight is interested in) including the HDC's Willow Street property. Andrew DeFranza of Harborlight is temporarily withholding letter to be submitted to the state relative to the Longmeadow project in concert with affordable housing research activity being done. Next steps are to possibly move forward with Nordblom on the HDC property with some affordable housing units. The AHT has \$250,000 in CPA funds for community housing which could offset some of the HDC's potential development costs. Gisness has had follow-up conversations with Nordblom as well as other interested parties. A survey has been completed for the Willow Street property.

An advertisement to be drafted by Mitchell could be placed in the newspaper about the HDC seeking volunteer consulting services for development of its Willow Street property. The HDC mentioned that Nordblom should be notified that the AHT is interested in doing affordable housing in Town. Also noted was that Chapter 40B allows a development to be higher than 35' but the flow of a neighborhood would be maintained. This could involve two story townhome, individual units.

Discussion addressed what the HDC could do with its former Mac shoe commercial building (i.e., Hamilton Historical Society and if CPA funds could be used to purchase the building) in such a way that it could generate revenue for the Corporation. It is unlikely that CPA funds could be used to move this building to another location.

Gisness stated that he and Stein could present preliminary drawings at the HDC's next meeting. These site plan options would show layout including number and mix of housing units, parking, and retail buildings. The HDC will determine what designs it prefers.

The HDC noted that there are multiple tracks going on for its Willow Street site including HDC package and how development would be funded and put out to bid. The HDC would take the project through permitting and put it out to the market to build. Other tracks are: Nordblom, possibly other developers developing the Willow Street site, AHT, and responders to newspaper ad.

The HDC is looking forward to hearing from Nordblom regarding what is financially feasible at its Willow Street property and how many units would be required. Nordblom is looking at site from a company basis and Todd Nordblom as an individual is assessing the development feasibility of the site (i.e., for profit, Chapter 40B, and an effort with private investors). Gisness has received questions from Nordblom.

The HDC will determine how to fulfill site plan review requirements in terms of cost. This will include engineering – septic system (i.e., a certain amount of leaching area is needed based on perc test) and stormwater management (a schematic will be required). The site plan layout will define number of bedrooms and flow rate but a civil engineer will need to be involved with the HDC especially to do soil tests for perc and to identify location of groundwater. An RFP would be required for this work. Preliminary work could be done to understand the septic and stormwater management issues. The HDC is working towards defining specific feasibility requirements (i.e., schematic analysis) for septic and stormwater in September. The Corporation is prepared to spend some money to reach a decision point.

The HDC reiterated how it needs to resolve the multi-family language in mixed use aspect of zoning by-law in time for fall Town Meeting that could be in October or early November. Stein will ask the Town clerk for clarification on this matter.

Rental possibilities for vacant commercial space

Discussion ensued on cost to replace toilet and sink, install an insta-hot system, bead board and vinyl floor to improve the commercial space (i.e., \$5,000) to improve quality of space. If this work is done one potential tenant (artist) would pay the HDC \$500 a month rent and pay for utilities with a requested two-year lease. The HDC has been seeking \$700 a month rent plus utilities. Gisness has been negotiating with this potential tenant for \$600 a month rent in consideration of the proposed improvements cost.

Another potential tenant (upholsterer) has been concerned about the boot oil smell in the floor permeating the fabric he uses for his work. Also, a baker was interested but the septic capacity is not adequate for that use. Several artists and a Beverly pizza place have also expressed interest in renting the space. Harborlight is going to present the HDC with an estimate on renovation work.

Gisness moved for the HDC not to exceed \$5,000 for the renovation work in its vacant commercial space. Goodwin seconded the motion. VOTE: Unanimous.

Downtown Improvements

Stein described how the merchants association is interested in banners, flowers, and holiday lights in the downtown. Fox had drafted a gift agreement (it was approved by an attorney) so the HDC can track gift money presented to the merchants group and direct how the funds are used. This process would be in done in lieu of gifting any funds to the Town for downtown improvements. The merchants group plans to present the HDC with a document describing what downtown improvements it would like to do with any gift money from the Corporation.

Stein moved to adjourn the meeting at 8:18 a.m. Mitchell seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Brian Stein, President